



Enquiries: Lulama Dzengwa Tel: (043) 492 1309 Email: Lulama.Dzengwa@ecsrac.gov.za

Contract Management Unit

Ref no: 10/3/1

Attention: Mohanlal Shamima

The Director
Enterprises University Of Pretoria
140 Lunnon Road
Hillcrest
0083

shamimamohanlal@enterprises.up.ac.za

RE: SCMU14-24/25-0009

APPOINTMENT OF A REPUTABLE PANEL OF SERVICE PROVIDERS TO PROVIDE TRAINING AND DEVELOPMENT INTERVENTION IN THE SPECIFIED CATEGORIES FOR A PERIOD OF THIRTY-SIX (36) MONTHS.

It is with great pleasure to inform you that your bid **for the appointment of a reputable panel of service providers to provide training and development intervention in the specified categories for a period of thirty-six (36) months** has been approved, as per the table below.

The appointed panel of service providers will be subjected to three quote process and be required to provide the said services as per the specification provided by the department.

1.1 CATERGORY A

SMS TRAINING	Please select by indicating Yes or Tick or X
Data Analysis Training (Data Management & Statistical Analysis)	✓
Financial Management for Members of the SMS	✓
Coaching and Mentoring	✓
Leading and Innovation	
Monitoring and Evaluation (with emphasis on TDIs and Variance Explanation)	✓
Presentation and Facilitation Skills	✓
Public Speaking	✓





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Emotional Intelligence	✓
Strategic Capability and Leadership	
Project and Programme Management	✓
Financial Management	✓
Change Management	✓
People Management and Empowerment	

1.2 CATERGORY B:

INFORMATION TECHNOLOGY TRAINING	Please select by indicating Yes or Tick or X
Introduction to Computers	✓
Ms Excell (Basic, Intermediate & Advanced)	
Ms PowerPoint (Advanced)	
Data Analysis Training	✓

1.3 CATERGORY C:

TRANSVERSAL TRAINING (ACCREDITED TRAINING INTERVENTIONS)	Please select by indicating Yes or Tick or X
Project Management for the Public Service	✓
Risk Management	✓
Drafting of Specifications	
Report Writing	✓
Supervisory Management	✓
Knowledge Management	✓
Conflict Management	✓
Facilitator, Assessor & Moderator Training	
Management and Leadership	
Labour Relations Training	✓





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1.4 CATERGORY H

LIBRARY AND ARCHIVES	Please select by indicating Yes or Tick or X
Information Retrieval	
Project Management for Librarians	
Digitisation	
Preservation and Restoration	
Electronic and Records Management	✓
SLIMS	

Please acknowledge your acceptance of this appointment by signing a copy of this letter of award and return the same to us within 7 days from the date hereof.


.....
Mr. Pumza Mfenyana
HEAD OF DEPARTMENT

09/12/2024
.....
Date





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Supplier acknowledgement of Appointment:

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I _____ (name) hereby accept the terms of this appointment and acknowledge that I am appropriately delegated to accept this appointment on behalf of _____ (Name of bidder).

PRINT NAME

DATE

DESIGNATION





"A United, Active and Winning Province Through Sport, Recreation, Arts, Culture & Heritage"